

## Part-Time/Summer Application (updated 1-14-08)

## Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_

*Street Address* *Apartment/Unit #*

City	State	ZIP Code
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Phone: (      ) E-mail Address:

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for:

Are you a citizen of the United States? ☐ YES ☐ NO If no, are you authorized to work in the U.S.? ☐ YES ☐ NO

Have you ever worked for this company? ☐ YES ☐ NO If yes, when?

Have you ever been convicted of a felony? YES ☐ NO ☐

If yes, explain:

List relatives employed by the City of Tupelo:

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Department \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Department \_\_\_\_\_

## Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? ☐ YES ☐ NO Degree: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? ☐ YES ☐ NO Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? ☐ YES ☐ NO Degree: \_\_\_\_\_

## Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain:

## References

*Please list three professional references.*

Full Name: Relationship:

Company: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_

Address:

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Full Name:

Relationship:

Company:

Phone: (     )

Address:

---

Full Name:

Relationship:

Company:

Phone: (     )

Address:

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### Previous Employment

Company:

Phone: (     )

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES  
☐

NO  
☐

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Company:

Phone: (     )

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES  
☐

NO  
☐

---

Company:

Phone: (     )

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES  
☐

NO  
☐

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### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_